

Tell Us About You!

Professional Information

Name: _____

Date: _____

Agency: _____

Job Title: _____

Personal / Professional Goals: _____

Personal

(Optional, please share whatever information with which you are comfortable)

Birthday: _____

Children's Names: _____

Spouse / Partner's Name: _____

Pastimes / Hobbies

(Optional, please share whatever information with which you are comfortable)

Favorite treat food (i.e., chocolate, jelly beans, soda, nuts, chips...): _____

Hobbies or Interests: _____

Music Preference: _____

Favorite Restaurants: _____

Other Activities: _____

My Recognition Profile

1. Here are some words that describe the type of work environment I find most rewarding:

2. Here are examples of the kinds of actions I take, or qualities of character I feel I bring to the workplace, of which I am most personally proud:

15 Minutes of Fame!

1. I prefer to be recognized:

☐ Publicly ☐ Privately ☐ No Preference

2. I feel more motivated when I am recognized by:

☐ Peers ☐ Management ☐ Executives ☐ No Preference

3. These are some specific things for which I would like to be recognized:

- ☐ A task performed or completed
- ☐ A skill that I possess or demonstrate
- ☐ A quality of character that I have demonstrated
- ☐ Persistence; remaining reliable through a difficult period of time
- ☐ Team effort; pitching in, helping out, supporting others, etc.
- ☐ Exemplary customer service: Caring, compassion, helping out, etc.
- ☐ My role in resolving a particularly difficult problem
- ☐ Creativity: Generating ideas, solving problems in creative ways, encouraging creative thinking
- ☐ Other: _____

4. The following are considered meaningful forms of recognition to me:

- ☐ Acknowledgement: Verbally and/or in person
- ☐ Acknowledgement: In written form
- ☐ Expanded Participation
- ☐ Receiving more information
- ☐ Being asked for input
- ☐ Getting to know someone on more of a personal level
- ☐ Being asked to take on new responsibilities
- ☐ Opportunity to learn something new
- ☐ A chance to be creative / innovative / risk taking
- ☐ Work schedule flexibility